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Forty-fifth session
Item 17 (a) of the provisional agenda*

APPOINTMENTS TO FILL VACANCIES IN SUBSIDIARY ORGANS AND OTHER APPOINTMENTS

Appointment of members of the Advisory Committee on Administrative and Budgetary Questions

Note by the Secretary-General

Addendum

1. The Secretary-General has received notification of the resignation of Mr. Christopher R. Thomas (Trinidad and Tobago) from membership of the Advisory Committee on Administrative and Budgetary Questions. Accordingly, the General Assembly will be required at its current session to appoint a person to fill the unexpired portion of the term of office of Mr. Thomas, that is, until 31 December 1991.

2. The Government of Trinidad and Tobago has nominated Mr. Louis A. Wiltshire to fill this vacancy.

3. The candidate's curriculum vitae appears in the annex to the present note.

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* A/45/150 and Corr.1.

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ANNEX

Curriculum vitae

Name:	Louis Arlington Wiltshire
Date and place of birth:	4 October 1936, Trinidad
Permanent address:	20 Amowville, Point Cumana, Trinidad
Education	
St. John's College, Oxford, United Kingdom	1959-1962, B.A. (Hons.) Second Class - Jurisprudence
University of the West Indies, Mona, Jamaica	1956-1959, B.A. (Hons.) Upper Second Class - History (First Year Arts Prize, 1957)
Harrison College, St. Michael, Barbados	1949-1956, Oxford and Cambridge GCE "O" and "A" (Barbados Scholar in Modern Studies, 1956)
Languages	English; working knowledge of French
Professional societies	
Board of the Institute of International Relations, University of the West Indies, Trinidad and Tobago	1984-1988
Board of Trustees, United Nations International School	1981-1983
First Vice-President, United Nations Staff Union, New York	1976-1978
Chairman, Board of Trustees, CARICOM Pension Fund	1984-1990
President, Trinidad and Tobago Chess Association	1990

Employment record

January 1989 - present

Title - Director, Political Affairs and Scientific and Technical Co-operation Divisions, Ministry of External Affairs and International Trade, Trinidad and Tobago

Description of duties:

Special assignments (major): formulating an overall training programme for the Ministry. Also representing the Minister at his request. Assisting in briefing the Prime Minister on evolving regional relations. Overseeing the work of the Divisions of Political Affairs (multilateral relations - with the United Nations system, with the inter-American system, with the Commonwealth and the Non-Aligned Movement; and bilateral relations with all countries with diplomatic relations with Trinidad and Tobago), and scientific and technical co-operation, including responsibility for channelling technical assistance coming to Trinidad and Tobago from external multilateral and bilateral sources.

January 1984 - December 1988

Title - Deputy Secretary-General, Caribbean Community Secretariat, Georgetown, Guyana.

Description of duties:

Act on behalf of the Secretary-General in his absence and international representation, including with heads of Government and in regular ministerial meetings, including leading the secretariat team in presentations to the Administrative and Budgetary Committee of the Common Market Council. Assist the Secretary-General day to day in the formulation and implementation of work programmes and budgets, and in the administration of the secretariat, co-ordinate Caribbean-wide programmes of foreign policy co-ordination, communication and information, as well as special work programmes, e.g. drug control and telecommunications.

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July 1982

Title - Director, Division of Science, Technology and International Trade, Ministry of External Affairs, Trinidad and Tobago.

Description of duties:

Assisted the Permanent Secretary in the general running of the Ministry (through meetings of Directors) and in formulating foreign policy advice for the Ministers and Cabinet. More particularly, helped to develop Trinidad and Tobago international relations in the science and technology field, in the Caribbean Community and with organizations of the United Nations system (in particular, the United Nations, UNESCO, UNIDO, ECLAC). Assist in co-ordinating in national science and technology policy. Represented Trinidad and Tobago at science and technology meetings.

January 1982 - June 1982

Title - Principal Officer, Office of the Director General for Development and International Economic Co-operation, United Nations, New York.

Description of duties:

Special assignments for the Executive Secretary, ECLA, on follow-up of the United Nations Conference on New and Renewable Sources of Energy among Eastern Caribbean States, many of which had not attended the Conference.

June 1979 - December 1981

Title - Executive Secretary, United Nations Conference on New and Renewable Sources of Energy, United Nations, New York.

Description of duties:

Assist the Secretary-General of the Conference to organize the United Nations Conference on New and Renewable Sources of Energy (August 1981), recruiting the necessary staff, consulting with Governments world wide, organizing the Preparatory Committee meetings and the various expert groups and helping generally to supervise the administration of the Conference secretariat. Maintaining liaison with United Nations specialized agencies.

July 1978 - June 1979

Title - Chief, Joint Planning Section, Programme Planning and Co-ordination Office, Department of International Economic and Social Affairs, United Nations, New York.

Description of duties:

Assisted in co-ordinating joint programming of activities of the organizations of the United Nations system in the economic and social areas; assisted in organizing and substantive servicing of inter-agency co-ordination meetings and of the Committee for Programme and Co-ordination.

February 1976 - June 1978

Title - Deputy Director, Office of the Under-Secretary-General for Economic and Social Affairs, United Nations, New York.

Description of duties:

Responsible for organizing the programme planning and budgeting of the Department of Economic and Social Affairs and, in conjunction with the Departmental Administrative and Finance Office, monitoring implementation of agreed work programmes. Represented the Department in presentations to the Advisory Committee on Administrative and Budgetary Questions and the Committee for Programme and Co-ordination. Assisted the Director of the Office as required in other duties of the Office of the Under-Secretary-General. Represented the Department at Inter-Agency Co-ordination Preparatory Meetings of the Administrative Committee on Co-ordination and related inter-organization committees. Chaired meetings of regional programme planners.

May 1974 - February 1976

Title - Senior Programme Planning Officer, Resources and Programme Planning Office, Office of the Under-Secretary-General for Economic and Social Affairs, United Nations, New York.

Description of duties:

Responsible for co-ordinating the programme planning and budgeting of three divisions (Science and Technology; Ocean Economics and Technology; Natural Resources, Energy and Transport) in the Department of Economic and Social Affairs, and for monitoring implementation of the approved work programme.

Represented the Department at inter-agency co-ordination meetings (Preparatory Committee of the Administrative Committee on Co-ordination, environmental liaison officers of the Environmental Co-ordination Board) and assisted the Director of the Resources and Programme Planning Office and the Under-Secretary-General for International Economic and Social Affairs in the Administrative Committee on Co-ordination and the Environmental Co-ordination Board.

December 1970 - April 1974

Title - Chief, Division of Relations with International Organizations, UNESCO, Paris, France.

Description of duties:

Monitoring and co-ordinating UNESCO's relations with the organizations of the United Nations system and with the international non-governmental organizations in consultative status with UNESCO. Supervising preparation of biannual reports to UNESCO's Executive Board on recent decisions of organs of the United Nations system (e.g., the General Assembly and the Economic and Social Council) of interest to UNESCO. Representing UNESCO at United Nations system meetings (e.g. Economic and Social Council, ILO Governing Body) both intergovernmental and inter-agency (e.g. Preparatory Committee and Administrative Committee on Co-ordination. Identifying and helping to resolve emerging inter-organizational conflicts (e.g. with ILO, WMO, WIPO or UNIDO on overlapping activities). Participating in the system of prior consultation on programme activities among concerned United Nations system

organizations, and helping to secure the co-operation of UNESCO's programme departments in these co-ordination procedures. Reviewing for approval all outgoing mail from UNESCO to other organizations. Supervising UNESCO's relations and consultations with the hundreds of international non-governmental organizations in consultative status with UNESCO. Preparing and presenting UNESCO's annual reports to the Economic and Social Council and its Co-ordination Committee.

October 1963 - December 1970

Title - Administrative Assistant/Assistant Commissioner/First Secretary/Counsellor, Ministry of External Affairs, Trinidad and Tobago.

Description of duties:

Served in the Foreign Service of Trinidad and Tobago at Headquarters (October 1963-July 1964) with desk responsibility, inter alia, for legal matters and Commonwealth issues; then in Georgetown, Guyana (July 1964-October 1966) as Assistant Commissioner (Acting Commissioner for 15 months immediately prior to Guyana's independence) discharging bilateral, diplomatic and consular functions, then on transfer to the Permanent Mission to the United Nations (New York) (November 1966-May 1970) serving, inter alia, in the Second, Third and Fifth Committees of the General Assembly, and in the Enlarged Committee on Programme and Co-ordination and the Committee for Programme and Co-ordination (including as Vice-Chairman in 1970). Covered both the programme and co-ordination sessions of the Committee for Programme and Co-ordination in 1967, 1968, 1969 and February 1970.

From May to December 1970, served as Counsellor and Deputy Chief of Mission of the Trinidad and Tobago High Commission at Ottawa, covering a range of bilateral diplomatic and consular activities as well as supervising the administration of the High Commission.

October 1962 - October 1963

Title - Administrative Assistant, Ministry of Communications, Works and Housing, Barbados.

Description of duties:

Assisted the Permanent Secretary in handling the schedules relating to civil aviation; housing; and town and country planning. Co-ordinated the initial planning for the establishment of government radio services (CBC). Served as Training Liaison Officer for the Ministry with the Chief Personnel Officer. (Also represented the Professional Category on the Executive of the Civil Service Association from April 1963 until departure from Barbados in October 1963.)

Relevant additional facts

As an active representative in the Committee for Programme and Co-ordination and the Fifth Committee of the General Assembly in 1967, 1968 and 1969, became very familiar with the administrative and budgetary processes of the United Nations. Service on secondment to the United Nations Secretariat from 1974 to 1984 enhanced familiarity with the programme planning and budgeting systems and concerns of the United Nations, while work in the Committee for Programme and Co-ordination (1967-1970) and in the secretariat of UNESCO and the United Nations provided a considerable background of knowledge of inter-agency co-ordination in the United Nations system of organizations.